

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
OCTOBER 7, 2021
Room 229 Veterans Memorial Building, 900 Main St., Millis, MA**

(Note: The ZOOM meeting/hearing was televised and broadcast live.)

The public hearing was opened at 7:02 p.m. with notice being read by Mr. Maltinsky, Chair.

Members present: Nathan Maltinsky, Chair
 Wendy Barry, Treasurer
 Mary-Ellen D'Espinosa
 Alan Handel
 James Lederer
 James McKay
 Erin Underhill

Catherine MacInnes, FinCom Liaison

Members absent: David Baker
 Pamela Rheume-Mustard

Also present: Sue & John McAvoy, Oak Grove Farm Comm.

Mr. Maltinsky welcomed all to the annual televised meeting of the Community Preservation Committee, a committee formed after the passage of the Community Preservation Act adopted at Town Meeting in May 2006. Mr. Maltinsky explained the property tax surcharge, state matching funds, and how the funds are to be used:

- Open Space Preservation/Land for Recreational Use
- Creation of Community Housing
- Historic Preservation

The CPC's purpose, Mr. Maltinsky said, is to review all written project proposals on a "case by case" basis and (1) vote to approve or reject projects for submittal to Town Meeting and (2) review the needs of the Town and make recommendation for the use of CPA funds. Mr. Maltinsky encourages any resident and/or organization to submit proposals for the CPC to review.

Mr. Maltinsky summarized the previously approved projects by the Community Preservation Committee. He highlighted the two CPC-funded projects for 2021.

Mr. Maltinsky stated that Mr. Brian Nichols, a former high school senior, completed the High School Field Dugout Project. Mr. Nichols received approval for \$10,300.00 in CPA funds for reconstruction of the dugout at the Millis High School baseball field. Mr. Maltinsky stated that this was a very worthwhile project that benefited the Town and Mr. Nichols was commended for doing a wonderful job.

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Ms. Barry, representing the Trustees of the Millis Public Library, presented the information on the Henry F. Walling Map Preservation Phase II project. She summarized that Phase I was previously approved by the CPC and has been completed. The map was stabilized and minimally repaired as part of that stabilization. The Millis Public Library was granted an additional \$1,469.00 in Historic Preservation funds for Phase II to complete preservation and make the map available to the public. The Town and the library now have high resolution digital copies of the map and the mounting and preservation-sensitive framing of the original map has been completed. The historical value of the map is quite significant and of great value to the Town.

Ms. Barry, Treasurer, presented the funding status for the various accounts in the Community Preservation "buckets." She provided an update on the budget and amounts of funding available from each account: Open Space, Historic Resources, Community Housing, Budgeted Reserve, and Undesignated Fund Balance. Ms. Barry summarized the Community Preservation Act taxes received and state matched funds.

**Oak Grove Farm Playground Restoration – Informal Discussion
Sue & John McAvoy, Oak Grove Farm Commission**

The McAvoy's presented their submittal on behalf of the Oak Grove Farm Commission for playground restoration (attached) at Oak Grove Farm. Ms. McAvoy stated that they have had meetings with the Town Administrator, the DPW and other Town Committees and there is a possibility of some state funded grants in addition to CPA funds and donations. The Oak Grove Farm Commission will be working with the Town Administrator for construction bids on the project.

There was discussion regarding where funds for maintenance of the playground would come from. Also discussed was accessibility of the playground from the sidewalk area. Materials to be used were discussed. Ms. MacInnes stated that a detailed maintenance plan should be included so the Oak Grove Commissioners are not responsible.

The CPC cannot vote to allocate funds until the bid estimates are received. Ms. McAvoy stated that they would "move forward" with getting bids and then contact the CPC.

Other Business:

FY22 Signatories

On a motion made by Mr. Maltinsky, seconded by Ms. Barry, it was unanimously voted pursuant to MGL Chapter 41, Section 41 to authorize *either* Mr. Maltinsky or Mr. McKay to sign/approve payroll and to sign/approve bills. By Roll Call Vote: Maltinsky – aye; Barry – aye; D'Espinosa – aye; Handel – aye; Lederer – aye; McKay – aye; Underhill – aye.

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On a motion made by Mr. McKay, seconded by Ms. D'Espinosa, it was voted unanimously to approve the ZOOM meeting minutes of June 3, 2021 as written. By Roll Call Vote: Maltinsky – aye; Barry – aye; D'Espinosa – aye; McKay – aye; Underhill - aye.

Adjourn

There being no further discussion and on a motion made by Ms. Barry, seconded by Ms. Underhill, it was voted unanimously to adjourn the ZOOM meeting at 8:11 p.m. By Roll Call Vote: Maltinsky – aye; Barry – aye; D'Espinosa – aye; Handel – aye; Lederer – aye; McKay – aye; Underhill - aye.

Respectfully submitted,

Camille Standley, Administrative Assistant

Millis CPC

Prepared By: Oak Grove Farm Commission

Property Address: Oak Grove Farm Playground 410 Exchange Street St Millis MA 02054

Statement of Need: The Oak Grove Farm Playground base, footing and border timbers pose significant safety risks to the children using the playground. The base and footing have developed uneven surfaces that make it most difficult for individuals that may have physical limitations or challenges, but can be tricky for all to navigate. There are exposed roots from trees and inadequate depth of footing under equipment to cushion possible falls. This lack of footing also impacts the ability of many children from reaching the swings, or when going down a slide from being able to stop themselves with their feet before they hit the ground. The mats under the swings and landing areas are exposed causing possible tripping hazards. The wooden timbers surrounding the playground have shifted; many are not straight causing the border wall to lean. Some of these timbers are rotted and are loosely connected. The step down from these borders to the playground is significant even for adults, due to the base and footing that have sunk far below the appropriate level. The current condition of the playground footing and border timbers need to be upgraded and improved. There is not a handicap access to the playground itself. We would like to include a handicap access in a renovation, this is a need for the playground to be accessible for all. Please see attached photos and sketch plan.

Narrative: This proposal addresses an existing recreation space that is greatly used by many children and adults from the Millis community, visitors from other communities, as well as a meeting place for local children's groups. These improvements will make the playground safe for all users.

The Oak Grove Farm Playground was designed, built and first dedicated in June of 1991. It became a place for children to gather and play with peers, the equipment and for gathering of families. The Oak Grove Farm Commission maintained the equipment and footing through the Oak Grove Farm yearly budget as best they could until some of the equipment became unsafe. The playground was closed for a time by the OGFC's concern due to those needed repairs and in order to make the area safe. A citizens group fund raised and were able to complete a renovation of the playground in 2007. Again the Oak Grove Farm Commission took over the responsibility and cost of maintaining the equipment and footing of the playground from their yearly budget. Throughout the years there have been repairs or replacement of items to the playground structures by the OGFC and multiple deliveries of footing to the playground to keep the level to the necessary amount to keep it safe. In both of these builds/renovations there was not a maintenance budget established for the playground. In recent years the footing has become an increasing issue; either because of poor drainage, root exposure and the need for a large amount of playground footing approved materials. The timbers are in poor condition to support the border. Unfortunately just adding footing will not solve the problem. The timbers and the footing base of the playground need to be addressed as well. The OGFC has been working on a plan to improve the safety of the playground. To that end OGFC has met with a playground installer for recommendations, an engineer, Town Administrator, DPW Director, the CPA and CPC. There has been agreement on the current condition of the playground and the need for improvements.

The Oak Grove Farm Commission with the Town of Millis is soliciting quotes for playground renovation at the existing Oak Grove Farm Playground located at 444 Exchange Street, Millis, MA 02054. Quotes must include prevailing wage rates. Companies must be fully insured/certified in playground structures/installation.

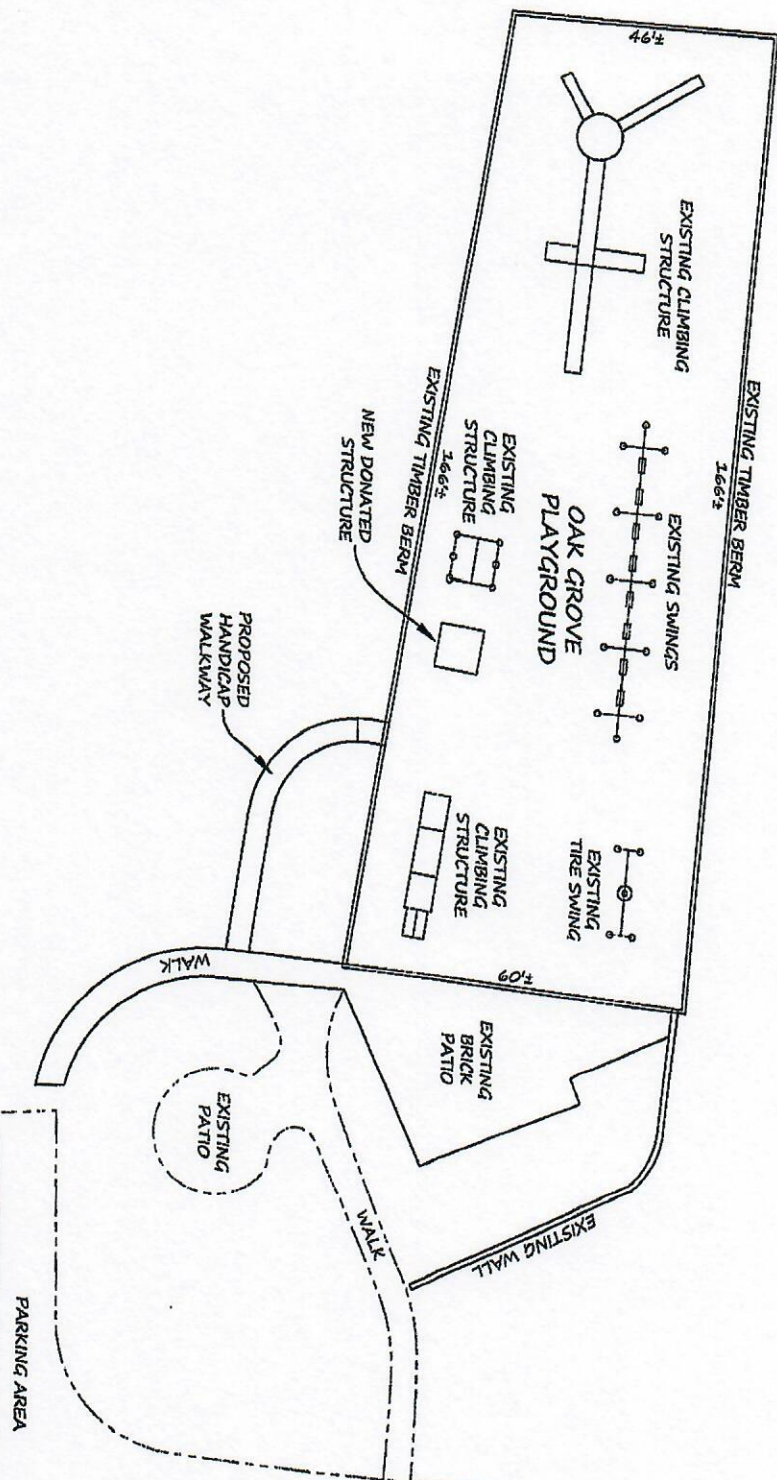
Below is a list of the expected work.

	Cost
1. Remove and dispose of existing wooden edge timbers. (3 timbers high 440' around playground 1300' approx. total)	\$ _____
2. Remove and replace 5-6 brick rows near pergola for installation of new timbers	\$ _____
3. Excavate the existing play area and around structures, 16" from finish grade and dispose of all material off sight.	\$ _____
4. Install handicap ADA 4'x35' stone dust walkway, from existing walkway to new timber wall. Please see map for location. Walkway should have a concrete turning pad (ADA regs) outside of new timber wall, with opening of 4' in wall for access.	\$ _____
5. Supply and install 4" of $\frac{3}{4}$ " stone between 2 layers of filter fabric.	\$ _____
6. Supply and install 6"x6" southern yellow pine smooth finish timbers (3 timbers high 440' around playground 1300' approx. total) Secured with timber screws, top row to be chamfered and screws to be recessed and plugged.	\$ _____
7. Supply and install 600 cubic yards of wood fiber certified engineered playground safety surfacing in playground area.	\$ _____
8. Supply and install safety mats under the 4 large swings and the tire swing. (4 8- 3' X 5' X 2" thick) (1- 6' X 5' x 2" thick)	\$ _____
9. Supply and install loam and seed on outside of new timbers and walkway.	\$ _____
Total	\$ _____

OAK GROVE FARM PLAYGROUND WORK

Description of Work	Estimated Cost*
1. Remove and dispose of the existing perimeter wooden timber edging. (3 timbers high 440' around playground 1,300' approx. total)	\$ 9,900.00
2. Remove and replace 5-6 brick rows near the pergola for the installation of the new timbers.	\$ 3,600.00
3. Excavate the existing play area and around structures, 16" down from finish grade and dispose of all material off site.	\$ 29,556.00
4. Install handicap ADA 4' X 35' stone dust walkway from the existing walkway to new timber wall. Please see map for location. Walkway should have a concrete turning pad (ADA regs) outside of new timber wall, with opening of 4' in wall for access.	\$ 3,200.00
5. Supply & Install 4" of 3/4" stone between 2 layers of filter fabric.	\$ 22,500.00
6. Supply & install 6" X 6" southern yellow pine smooth finish timbers. Three timbers high 440' around the playground (1,300' approx. total) Secured with timber screws, top row to be chamfered and screws to be recessed and plugged.	\$ 16,300.00
7. Supply & install 600 cubic yards of certified* woodfiber, in the play area covering safety zones with sufficient surfacing.	\$ 34,200.00
8. Supply & install safety mats under the four large swings (8- 3' X 5' X 2" thick) and one under the tire swing (1- 6' X 5' x 2" thick).	\$ 2,750.00
9. Supply & install loam and seed outside the new timbers and walkway. ALLOWANCE	\$ 5,000.00

- * Contractor must provide an IPEMA certificate for the woodfiber playground surfacing
- * Company should provide a certificate of insurance showing proof of required coverage limits and specifically state it covers playground work.
- * Crew on site should include at least one playground safety inspector during construction.
- * Quote must include prevailing wage rates.
- * Contractor must provide five references for projects completed within the last 12 months.
- * Contractor must provide a Certified Safety Playground Inspector Certificate for the staff member on site.
- * Estimated costs are based on current prices from suppliers and are subject to change.
- * Prevailing wage is based on \$ 61.84 per hr. Increase in costs /prevailing wages would increase the bid price.



730 MAIN STREET
SUITE 2C
MILLIS, MA 02054
508-376-8883(6)
SHEET 1 OF 1



LEGACY
ENGINEERING

OAK GROVE FARM
PLAYGROUND
SKETCH PLAN
OF LAND IN
MILLIS, MA

PLAN DATE: SEPTEMBER 15, 2021

REVISION	DATE	BY

PLAN SCALE: 1" = 20'

